

Annual Quality Assurance Report (AQAR)



SREE NARAYANA COLLEGE

KOLLAM

Kerala, South India 691001

Affiliated to University of Kerala

For the Period of 2009-10

Submitted to



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

**The Annual Quality Assurance Report (AQAR) of the IQAC
AQAR for the year 2009-10**

Part – A

1. Details of the Institution

1.1 Name of the Institution

SREE NARAYANA COLLEGE

1.2 Address Line 1

SREE NARAYANA COLLEGE

Address Line 2

KOLLAM

City/Town

KOLLAM

State

KERALA

Pin Code

691001

Institution e-mail address

snckollam@gmail.com

Contact Nos.

0474-2741793

Name of the Head of the Institution:

Dr. K.B. MANOJ

Tel. No. with STD Code:

0474 2741793

Mobile:

9447106774

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	--	2002	2007
2	2 nd Cycle	--	--	--	--
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR _____ (DD/MM/YYYY)
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

--

1.11 Name of the Affiliating University (for the Colleges)

UNIVERSITY OF KERALA

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR, etc.

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

Nurturing Quality in Higher Education through IQAC
(A workshop on "C.B.C.S.S- An Introduction")

2.14 Significant Activities and contributions made by IQAC

- Overall quality improvement of the college
- Streamlining of continuous evaluation through examinations
- Promotion and facilitation of good teaching-learning practices
- Modernization of class room facilities
- Encouragement for quality research in college

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Providing necessary I.C.T based teaching and learning aids for departments.	Six computers, laser printers and internet modems were purchased using the U.G.C funds and dispersed to needy departments.
Ensuring quality in research.	Research Monitoring Committee co-ordinates Research and Consultancy activities to ensure quality and to foster community oriented research. Eight departments are accredited as research centers of University of Kerala. 62 research scholars are working under 71 research guides of the college 18 teachers applied for externally funded projects. Five major and two minor projects are ongoing. Three major projects and nine minor projects are sanctioned.
Motivating teachers to present and publish their research works.	Number of paper presentations in seminars and conferences increased to eight in international seminars, 32 in national and five in state level conferences.
Regular Class P.T.A meetings.	Regular Class P.T.A meetings played a crucial role in strengthening parent-teacher-student relationships. The effective communication between them and discussions on the analysis of results improved academic status.
Encouraging teachers to acquire higher academic degrees.	Eight faculty members have utilized sabbatical leave provision under the Faculty Development Programme of U.G.C for completing Ph.D. work.
Designing of various extension activities through N.SS, N.C.C, Clubs, Committees, etc.	18 co-curricular, extracurricular and extension programmes were organised in the college and 1042 students actively participated in them.
Propagating proper guidelines for tapping out funds to organize seminars and workshops.	One National seminar, 10 Regional seminars and one Workshop were conducted.
Setting up of a Language Lab	A language lab was set with 10 computers and a teachers' console where students were given training in spoken communications.
Academic collaboration with Sarva Shiksha Abhiyan (SSA) and Institute of Distance Education, University of Kerala.	English Department has been enlisted as Centre for Special Certificate Programme in Communicative English in collaboration with Shiksha Abhiyan for High School Teachers by Institute of Distance Education (I.D.E), University of Kerala.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body

Yes No

Management

Syndicate

Any other body

College Council

Provide the details of the action taken

A.Q.A.R was placed in the College Council before submission. The report was thoroughly analysed by the members. Suggestions and comments for improvement were incorporated. The next Council meet approved the corrected report.

Criterion – I**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	8	-	-	-
P.G.	13	-	-	-
U.G.	16	-	-	-
P.G. Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others		-	-	-
Total	37	-	-	-

Interdisciplinary	2	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	13
Trimester	0
Annual	16

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

***Please provide an analysis of the feedback in the Annexure**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	121	11	110	0	-

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	3	26	0	0	--	--	-	--	3	26

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	30	24
Presented papers	8	32	05
Resource Persons	--	3	4

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- I.C.T. enabled teaching was encouraged in P.G. classes.
- Encouraged the use of N-List- INFLIBNET in the library.
- Postgraduate students were encouraged to carry out research oriented projects and to present their findings in national and state level conferences.
- Interactive learning through EDUSAT online class rooms.

2.7 Total No. of actual teaching days during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	6	2	2
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2.10 Average percentage of attendance of students	86%
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2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Total passed	Pass %
B. A. English	45	29	64
B. A. Hindi	31	23	74
B. A. Malayalam	36	22	61
B. A. Sanskrit	12	8	67
B. A. Economics	77	36	47
B. A. History	48	25	52
B. A. Philosophy	33	11	33
B. A. Politics	80	53	66
B.Sc. Mathematics	40	32	80
B. Sc. Physics	39	26	67
B. Sc. Computer Applications	31	21	68
B. Sc. Chemistry	37	23	62
B. Sc. Botany	40	24	60
B. Sc. Biotechnology	27	15	56
B. Sc. Zoology	34	28	82
B. Com	86	52	60
M. A. English	13	12	92
M. A. Hindi	15	15	100
M. A. Malayalam	16	16	100
M. A. Economics	16	15	94
M. A. History	17	16	94
M. A. Politics	18	13	72
M.Sc. Mathematics	20	16	80
M.Sc. Physics	15	7	47
M. Sc. Chemistry	11	7	64
M. Sc. Analytical Chemistry	12	6	50
M.Sc. Botany	15	13	87
M.Sc. Zoology	16	13	81
M. Com	18	17	94

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- I.Q.A.C analyses students' feedback and suggests measures to improve teaching methods qualitatively.
- I.Q.A.C conducts frequent meetings to review the continuous evaluation results of students.
- Regular class P.T.A meetings are organising to discuss the academic progress of students with parents.
- Teachers who encounter hardships during teaching process were identified. I.Q.A.C. helped them to overcome their difficulties and thus improve their quality.
- I.Q.A.C conducted a workshop for teachers to introduce Choice Based Credit and Semester System (C.B.C.S.S) to nurture the quality of teachers in higher education.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
U.G.C – Faculty Improvement Programme	6
Orientation Programmes	2
Staff training conducted by other institutions	8
Workshop	18
Others (Short term courses)	4

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	64	Nil	--	--
Technical Staff	--	-	--	--

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- I.Q.A.C with the help of Research Monitoring Committee, co-ordinates research activities at the research centers and other departments and ensures adequate facilities.
- Seminars and workshops are conducted on emerging areas and recent trends in research fields.
- Circulates intimations and brochures on upcoming conferences, seminars and workshops among teachers and students.
- Ensures sufficient number of duty leaves to teachers who attend the same.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	11	-
Outlay in Rs.	0	48,72,265	56,93,000	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	0	14	-
Outlay in Rs.	120,000	0	11,02,000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	21	13	-
Non-Peer Review Journals	0	16	6
e-Journals	-	-	-
Conference proceedings	-	1	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	U.G.C	61,80,265	35,28,400
Minor Projects	2	U.G.C	12,22,000	8,24,500
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total (Rs.)			1,74,02,265	43,52,900

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No. Books edited

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	1	--	--	10
Sponsoring agencies		UGC			PTA

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in Rs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
3	-	2	1	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	50	State level	50
National level	24	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	4	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	11
NCC	1	NSS	8
		Any other	2

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- N.C.C Day celebrations with a theme 'Save Electricity'.
- Blood donation programme by N.C.C. and National Service Scheme (N.S.S).
- A counselling session by Women's Studies Unit for first year degree students.
- Seminars on 'Sree Narayana Guru- The Social Reformer', 'Women and Legal Protection', 'Healthy Relationship for Successful Life', 'Changing World and Women', 'Unemployment Problems in Kerala', 'National Integration', 'Empower Yourself', 'Anti -Narcotic Drugs', and 'First Aid'.
- A discourse on "Daivadasakom"
- A talk on 'Man Power Planning'.
- A quiz competition was on 'Economic Planning'.
- AIDS Awareness programme.
- A Medical Camp by N.S.S in the adopted Village, Mundakkal.
- An Eye Camp and a Blood Group Detection Camp by NSS.
- A Medical Camp on 'Chikun Guniea'.
- Cleaning activities organized in Govt. Homeo Hospital and Kollam Beach.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	27 acres	-	-	27acres
Class rooms	78	-	-	78
Laboratories	16	-	-	16
Seminar Halls	3	-	-	3
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	8	U.G.C & P.D.	8
Value of the equipment purchased during the year (Rs. in Lakhs)	-	2.27	U.G.C & P.D.	2.27
Others	-	-	-	-

4.2 Computerization of administration and library

- The library is semi automated with computerized transactions.
- LIBSOFT software facilitates the fast borrowing and issue of books.
- Library is equipped with internet browsing facility and there is provision for photo copying the downloaded data.
- All the staff and students have access to N-List- INFLIBNET.
- The administrative office is computerized and has internet facilities.
- Many important administrative circulars were circulated through e-mail.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(Rs.)	No.	Value(Rs.)	No.	Value(Rs.)
Text Books	99372	16893223	1216	178478	100588	17071701
Reference Books	5230	1307525	64	44619	5294	1352144
e-Books	80409		N-List- INFLIBNET renewed	2500	80409	2500
Journals	65		Renewed annually	63846		63846
e-Journals	3828		N-List- INFLIBNET renewed	2500	3828	2500
Digital Database	0	-	-	-	-	-
C.D. & Video	7		--	--	--	7

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	2	2	1	1	1	15	--
Added	7	0	13	--	--	0	0	--
Total	44	2	15	--	--	1	15	--

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance, etc.)

- Broadband internet connectivity was given to all the departments as part of the N.M.E.-I.C.T project.
- Internet browsing was available for teachers and students at the Internet Centre free of cost, during the working hours of the library.
- Research scholars and P.G students were made aware of the latest trends in their own field with the help of INFLIBNET.
- Students were encouraged to make use of computers for Power Point Presentations in seminars and projects.
- E-technology was widely used in curriculum development, teaching-learning, evaluation and research activities.

4.6 Amount spent on maintenance in Rs:	1, 25,475/-
i) ICT	
ii) Campus Infrastructure and facilities	65,481/-
iii) Equipments	1, 21,451/-
iv) Others	--
Total:	3, 12,407/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- I.Q.A.C collates feedback from students on various support services available in the college for qualitative improvement.
- Remedial classes were arranged for needy students.
- Class tutorial systems did wonder and caters students' individual attention.
- Regular Class P.TA meetings were effective in supporting students' overall academic and personal development.
- The grievance redressal cell was prompt in finding solutions.

5.2 Efforts made by the institution for tracking the progression

- Each class was a tutorial group under a tutor.
- The tutors collected students' personal data, performance in examinations, involvement in extracurricular activities, learning difficulties, etc.
- After analyzing the data, proper guidance was given to students.
- At least one parent-teacher meeting was held a year.
- The academic progression and results of internal assessments were discussed with parents also
- Necessary steps were taken based on parent feedback.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2522	498	78	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1283	46		1514	54

No	%
1514	54

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
506	560	3	1716	3	2788	497	554	12	1736	2	2797

Demand ratio - 1:10 Dropout - 7%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- N.E.T Coaching for P.G students was provided by faculty members of all P.G. Departments.
- Books on competitive examinations like U.G.C-N.E.T/J.R.F, S.E.T etc. were given to interested students through department libraries and general library.
- General library is an attractive hub for students who prepare for Civil Service entry tests, U.P.S.C and P.S.C examinations.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS, etc. State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Career Guidance and Counseling Center offered academic and personal counseling to students.
- Seminars and workshops on personality development, career information, and competitive examinations enhance the students' competency and employability.

No. of students benefitted

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
04	76	42	-

5.8 Details of gender sensitization programmes

- An orientation class on ‘Gender Sensitization’ was organised at the beginning of every academic year.
- Seminars on ‘Women and Legal Protection’ and ‘Changing World and Women’
- Women’s Studies Unit of the college organised a group discussion on ‘Gender Related Problems and Solutions’ and a ‘Counselling Session’ to first year U.G. students.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	48	75,500/-
Financial support from government	2103	42,31,440/-
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Shortage of Computers: More computers were allotted to P.G. students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

OUR VISION

The vision of Sree Narayana College, Kollam is inspired by the sublime ideals of Sree Narayana Guru, our Patron-Saint who exhorted man: “The act one performs for one’s own comfort should be for the comfort of others too.” The great seer who preached “Oneness of Humanity” propagated the ideal, “One Caste, One Religion, and One God for the Human Kind”. He called upon the unprivileged and downtrodden to “Strengthen through Organization” and to “Realize Emancipation through Knowledge”. We visualize a glorious India where every citizen is enlightened, civilized and competent to ensure their individual, familial, and social rights; perform duties infallibly and impeccably; prepare the most conducive environment for the sustenance of peace and happiness in the country and the world at large. Sri. R.Sankar, the founder manager of Sree Narayana institutions, imbibing the spirit of Guru’s teachings, urged posterity to toil for the realization of the vision.

OUR MISSION

- Our primary mission is to impart quality education for our nation’s socio-economic, cultural, political, moral, intellectual and emotional development by uplifting the weaker sections.
- The institution strives to achieve excellence in higher education and progressively respond to changing social realities.
- We provide excellent academic programs and educational experiences.
- We aim at sending out generations of youth empowered with high competence to address all global requirements.
- We educate youth to ensure an integrated development of individuals.
- We stimulate a lasting attitude of inquiry, critical and analytical thinking, openness, the spirit of nationalism and patriotism and a sense of social responsibility in young minds.
- We provide value and need based education.

- Our social mission is to empower the society with updated knowledge about all walks of human activity and emerging global trends, and thus to foster a feeling of nearness about the inhabitants of the remotest lands.
- We give prominence to the moral and ethical enrichment of the society.
- Above all, our foremost mission is to enlighten generations in all disciplines and to make them masters in the emerging areas, innovations, technology and skills, which they acquire through their complete involvement in the institutional processes by benefiting from the processes, critically analyzing information and conducting profound research.

6.2 Does the Institution has a Management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

- In an affiliating system, there is limited flexibility for innovative curricular designing by the college. However, the college can involve in the process indirectly when the faculty members are elected to various Academic Bodies like Board of Studies, Academic Council etc.
- Twenty eight faculty members from the college actively participated in the curriculum development and syllabus revision activities of University of Kerala for the implementation of C.B.C.S.S. As Board of Studies members, sixteen of our faculties contributed to syllabi restructuring.

6.3.2 Teaching and Learning

- The college has an objective and effective system of student evaluation through which a meaningful teaching and learning is assured.
- I.C.T-enabled teaching-learning process has made students, active participants in the classroom.
- Apart from classroom interaction, the following methods are used:
 - Meaningful learning is initiated through guided library assignments, group discussion, seminars, debates, quiz etc.
 - Inquiry-based learning is provided through community survey, case study, industrial visits and field study.

6.3.3 Examination and Evaluation

- Class tests and model examinations were conducted.
- Seminars and assignments were given to the students.
- The class tutors make an analysis of the performance of students after every class test and university examinations.
- The performance of students and university results were analyzed in College Council meetings.
- Regular Department P.T.A meetings were conducted and the progress of the students was discussed with their parents.

6.3.4 Research and Development

- The Research Committee facilitates overall research activities and co-ordinates various departments to share available facilities.
- Research Committee motivates teachers to participate and present their work in seminars and conferences.
- 18 teachers applied for externally funded projects. Five major and two minor projects are ongoing. Three major projects and nine minor projects were sanctioned.
- Eight departments are accredited as Research Centres of University of Kerala. 78 research scholars are working under 79 research guides of the college.
- The college grants leave under the Faculty Improvement Program (F.I.P) for teachers pursuing research.
- The college publishes interdisciplinary multilingual research journal entitled '*Holistic Thought*'. It is an approved journal of University of Kerala.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- A well equipped computerised central library is functioning in the college with strength of 105882 numbers of books.
- Books worth Rs. 2, 23,097/- was purchased during this year utilising U.G.C and P.D funds.
- LIBSOFT software facilitates the borrowing transactions easy.
- Library is equipped with internet browsing facility.
- All the staff and students have access to N-List- INFLIBNET.
- Library is accessible to 3828 electronic journals (Full text) and 80409 e-books.
- One seminar hall is I.C.T. enabled with smart boards, and L.C.D. projectors. College has two computer labs.
- All the departments are equipped with computers, laser printers and scanners. High-speed internet connectivity is provided for all the departments as part of the N.M.E-I.C.T. project.

6.3.6 Human Resource Management

- The various clubs of the college have helped in tapping the potential of the students and discovering the leadership qualities of the teachers.
- The students were trained in various platforms like College Union, N.S.S., N.C.C., Career Guidance and Counseling Centre, Women's Study Unit, Human Right Awareness Forum etc.
- Teaching faculty was given adequate training through orientation and refresher programmes organised at University levels.
- Non teaching staff was given periodic training.

6.3.7 Faculty and Staff recruitment

- Teaching staff was recruited according to the Government rules and regulations. For this, interviews are conducted by a board consisting of representatives of Government, University and management.
- Members of the faculty were selected strictly following the guidelines laid down by the government, university the U.G.C. from time to time.
- The faculty and staff recruitment was done on the basis of merit.
- The vacancies arising at different points of time were notified in regional and national dailies.
- Selection of guest faculty was done in the college itself. Preferences were given to Ph.D., U.G.C./C.S.I.R-N.E.T. qualified candidates.

6.3.8 Industry Interaction / Collaboration

- No M.O.U. was signed with any industry this year.
- Industrial / research institute visits were organized by Departments of Chemistry, Zoology and Botany.
- Chemistry U.G. students visited F.A.C.T., Cochin and K.M.M.L., Chavara.

6.3.9 Admission of Students

- The college level Admission Committee invites applications for all courses of the college. Admission processes are supervised by the committee.
- University of Kerala sets a schedule for admissions.
- Admissions are based purely on merit. Government rules are strictly followed for ranking the students.
- Admissions to O.B.C., SC/ST and sports quota seats are based on the government norms.

6.4 Welfare schemes for

Teaching	Medical reimbursement, Group Insurance Scheme, State Life Insurance, Staff Association, Personal Accident Insurance. Co-operative Society, etc.
Non teaching	Medical reimbursement, Group Insurance Scheme, State Life Insurance, Staff Association, Personal Accident Insurance, Co-operative Society, etc.
Students	23 Scholarships and Six Endowments. Students' Group Personal Accident Insurance Scheme (S.G.P.A.I.S.). Financial support to the economically weaker students by P.T.A, Alumni and Teaching Staff Association. 'Share and Care' programme provides lunch, books, medical aid, etc. to poor students. 83 students were the beneficiaries.

6.5 Total corpus fund generated Rs.8, 75,587/-

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	IQAC
Administrative	Yes	AG & Dy.DC	Yes	Principal

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Being an affiliated college, the examination reforms were implemented by the University of Kerala.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The college is an affiliated Aided College. It functions as per the rules of Government and University of Kerala.

6.11 Activities and support from the Alumni Association

- Alumni association supported poor students of the college by with the financial aid as scholarships worth Rs.51, 500/-.
- Alumni Day was celebrated.
- U.A.E chapter of S.N. College Alumni Association was formed.
- Earnest efforts were taken to materialize the construction of the auditorium.

6.12 Activities and support from the Parent – Teacher Association

- Assistance of Rs. 19, 09,963/- for various developmental and regular maintenance, and day to day activities of the college.
- Helped to maintain the discipline of the college and supports cultural activities.
- Provided salary to five guest faculties and advance to 18 guest faculties in F.I.P vacancies.
- Partial financial for printing the college hand book.
- Financial support to the students who participated in the university youth festival and various programmes outside the campus.
- Salary of the night watchman and security personnel and one computer operator.
- Cash prize to meritorious students.
- Individual Class P.T.A meetings to discuss the academic progress of students.

6.13 Development programmes for support staff

- Training was given in E-Governance.
- Sufficient computer training was given by experts.
- Training programmes organized by Directorate of Collegiate Education.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The Nature Club along with N.S.S., N.C.C. and College Union took lots of measures to ensure the eco-friendliness of the campus. The campus is a plastic-free zone and efforts were made to make it litter free.
- The 'World Environmental Day' was celebrated in the campus and saplings were planted.
- Saplings were distributed among the students in association with Department of Forests, Government of Kerala.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Computers equipped with broad band internet.
- EDUSAT facilities.
- Accessibility of e-learning resources like e-books and journals via N-List-INFLIBNET from the library.
- A common time table for internal examination system.
- A language lab was set with 10 computers and a teacher's console where students were given training in spoken communications.
- Establishment of First Aid Centre in the campus in association with the District Hospital, Kollam.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The plan of action conceived during the beginning of the academic year has been successfully initiated and completed accordingly.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Daivadasakam: The practice of "Morning Prayer" *Daivadasakam (Ten Hymns to God)* penned by Sree Narayana Guru is a regular and important feature of the college. It serves to make students aware of our rich and vibrant cultural heritage and inculcates social equity. This is quite different from our usual prayer, motivated, by and large by transient selfish interests. Being the best model of prayer it shows us how one should pray. It is acceptable to all people, is in conformity with the tenets of all religions and is capable of leading the devotee to the peak of knowledge. It is remarkable for its clarity and the originality of Guru's vision of Truth. The meditations of this ten versus enable us to understand the greatness of God and Guru as well as the life on earth and to attain genuine fulfilment.

Prathibhasangamam: P.T.A. in association with Teaching Staff Association and Alumni Association organises 'Prathibhasangamam' (The Merit Day). A number of merit scholarships are given away to the rank holders of university examinations, winners of various examinations and competitions in arts, sports. The achievers are felicitated by eminent guests, social and political leaders, prominent educationists, management representatives, etc.

7.4 Contribution to environmental awareness / protection

The institution spread awareness and sensitized both the student and the community around the college regarding sustainable environment through awareness classes, expert talks, seminars, posters/photography exhibitions, documentary screening, etc.

- Survey on literacy rate of people residing at coastal belt of Kollam.
- Socio-economic survey at the coastal areas of Kollam.
- Waste disposal rings at different locations in the campus.
- Eco-trip by Nature Club to Kulathupuzha.
- Anti-plastic campaign in the campus.
- Setting up of a medicinal plant garden in the campus.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT ANALYSIS OF THE INSTITUTION

Strength

1. Publication of a multi disciplinary biannual research journal, *Holistic Thought*.
2. The strength of 16 U.G., 13 P.G., and eight research centres.
3. The strength of the 71 research guides in the eight research centres of the college.
4. Members of the faculty with research degrees P.D.F: 4 Ph.D.: 69 M. Phil.: 35.
5. A well stacked library with 105882 titles, INFLIBNET connectivity, research journals with high impact factor, etc.
6. Representation of our faculty in the university bodies.
7. Strong Alumni Association and Former Teachers' Association, and their sincere and constructive cooperation.
8. Efficient P.T.A.
9. Merit based and inclusive selection of Students.
10. Participatory management.
11. Ample opportunity for co-curricular and extra- curricular activities.

Weakness

1. Inordinate delay in getting government approval for faculty vacancies.
2. Government curtailment of postings, resulting in insufficiency of hands to man the college, administrative office and ministerial functions.
3. Low institution-industry interface.

Opportunities

1. The presence of 71 research guides in the eight research centres is a strong motivating force for further development of the college.
2. Possibility of getting more funds for infrastructure development of the college.

Threats

1. Low social, economic and cultural background of vast majority of students.
2. Low student proficiency in English language at the entry level.
3. Overestimated possibilities of the new generation courses diverting public attention from arts and science courses.

8. Plans of institution for next year

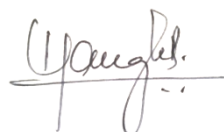
- Multidisciplinary teaching and research.
- Implement the Choice based Credit and Semester System (CBCSS).
- Orientation classes/workshops, on implementation of CBCSS.
- A new Language Lab.
- A new Add on course on Animation.
- More major research projects.
- More industry based student projects.
- Local Area Networking (LAN) of the College.
- Strengthen various co-curricular, extra-curricular and extension programmes.

Name: **Sri. M. Sajeesh Babu**



Signature of the Coordinator, IQAC

Name : **Dr. K.B. Manoj**



Signature of the Chairperson, IQAC

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SREE NARAYANA COLLEGE, KOLLAM**STUDENT'S EVALUATION OF TEACHERS - 2009-2010**

Sl. No.	Parameters	Excellent	Good	Average	Poor
1	Subject knowledge of the Teacher	81	16	3	0
2	Communication skills	71	25	3	1
3	Motivating students to the subject	61	30	8	1
4	Presentation Style	65	28	6	1
5	Interaction with students	62	34	4	0
6	Maintenance of discipline of the class	70	26	4	0
7	Relationship with students	65	27	8	0
8	Punctuality and Regularity	68	29	2	1
9	Timely completion of the work allotted	68	28	4	0
10	Use of Teaching/Learning aids	48	32	14	6
11	Ability to step down to the student level of understanding	60	27	12	1
12	Encouragement of Co-curricular/Extracurricular Activities	65	28	7	0
13	Ability to establish relationship with parent	62	32	5	1
14	Suggestion for the improvement of quality of teaching				

Analysis of Student Feedback - 2009-2010

IQAC evaluated the teaching and learning process by collecting feedback from students at the end of each course. For this purpose conducted a survey among students to evaluate the performance of their teachers. The data was collected by giving questionnaires. Fourteen parameters were included in the questionnaire. Students mark their responses in respective columns.

In the evaluation process parameters such as knowledge, communication skill, presentation skill, punctuality, motivating students, regularity and time management, classroom management, use of innovative teaching methods including technology tools, encouragement to co-curricular activities and interaction with parents were included. The completely filled feedback from students were collected and subjected to a detailed analysis.

Four questions were included in the questionnaire for each parameter (Excellent, Good, Average, and Poor). The IQAC team collected and analysed the survey reports from various departments. The results were expressed in percentage. Based on the findings, a report was prepared. A summary is given below:

- Majority of the students were of the opinion that the subject knowledge, communication skill and classroom management of teachers were found to be excellent.
- Most of the students have an impression that the teachers excellently presented the subject, interacted with students and kept close relation with them.
- The students remarked that the teachers were always supportive in co-curricular activities and maintain a contact with their parents.
- Students observed that the teachers willing to come down to the student level of understanding.
- 60% of students have an opinion that teachers' ability to step down to the students' level of understanding was excellent.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
